



CITY OF HOUSTON

Job Posting

TN	Applications accepted from:	ALL PERSONS INTERESTED
Job Classification		TECHNICAL HARDWARE ANALYST I
Posting Number		PN# 107201
Department		Department of Public Works & Engineering
Division		Right-of-Way & Fleet Maintenance Division
Section		IT Section
Reporting Location		611 Walker
Workdays & Hours		M – F; 8 a.m. - 5 p.m.*

*Subject to change

DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS

Performs skilled technical work in the design, installation, operation, maintenance and repair of computer hardware and data communications equipment or industrial control systems. Installs and maintains data communication networks or microprocessor-based process control equipment. Reviews site and develop plans for installation; reviews specifications in detail and identifies restrictions due to compliance codes. Oversees daily operation of host computer. Assists in the diagnosis of data communications system failures and communicates and coordinates with supervisor to solve problems with various types of data communications facilities. Trains personnel on computer capabilities and technical procedures. Responds to complaints and inquiries relating to hardware and data communication problems to clarify procedures in the absence of established guidelines. Repairs and calibrates all components of process control systems or data communication networks; troubleshoots and repairs both digital and analog electronic equipment to the module level.

WORKING CONDITIONS

The position requires lifting of moderately heavy items (up to 40 pounds) and very long periods of walking on a routine basis.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires an Associate's degree in a computer science, instrumentation or electronics discipline or the equivalent, such as certification in a technical/specialty program of up to three (3) years in duration.

MINIMUM EXPERIENCE REQUIREMENTS

One (1) year of experience in the design, installation, operation and/or maintenance of a computerized data communications network or industrial control systems are required.

MINIMUM LICENSE REQUIREMENTS

Valid Texas Driver's License and compliance with the City of Houston's policy on driving (AP 2-2).

PREFERENCES NONE

SELECTION/SKILLS TESTS REQUIRED

SAFETY IMPACT POSITION ☒ Yes ☐ No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

SALARY INFORMATION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:

Salary Range - Pay Grade 17	
\$992 - \$1,345 Biweekly	\$25,792 - \$34,970 Annually

OPENING DATE October 19, 2005

CLOSING DATE October 25, 2005

APPLICATION PROCEDURES

Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, Garden Level. Successful candidates will be notified of their application status. **All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.** Our TDD # (Telephone Device for the Deaf) is (713) 837-9471.

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